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Reserve

Ag 854 E

Graduate School

1947-48



27th Year

Schedule of Classes

Summer Session

1947-48

REGISTRATION—Begins May 17

HOURS:

9:00 A.M. to 6:20 P.M., Monday through Friday

9:00 A.M. to 1:00 P.M., Saturday, May 22

PLACE:

Room 1031, South Bldg., Dept. of Agriculture

CLASSES BEGIN WEEK OF JUNE 1

Time Schedule and Supplement

to 1947-48 Bulletin

Complete details, including rules and regulations, policies, and course descriptions, are given in the 1947-48 Bulletin. Counselors and training officers of your agency have a copy which you may examine. A limited number of these BULLETINS is available for distribution to those who did not receive copies in the fall. Write or call in person. Please do not telephone.

New Courses, or courses differing from the description shown in the 1947-48 Bulletin, are indicated by an asterisk following the course title. Complete course descriptions are available in the School office.

New instructors not listed in the faculty directory in the Bulletin are indicated by an asterisk after the name. Pertinent data are available in the School office.

Counseling on courses and programs of study is available at all times from members of the School staff who are glad to assist students in planning their work.

Registration: begins May 17 (Room 1031, South Building, Department of Agriculture). See schedule of hours on front cover. No one will be registered for credit after June 7, except with special permission of instructor and Registrar. A late registration fee of \$1.00 per course will also be charged after June 7. Registration closes in a course when the maximum for that class is reached.

Textbooks may be purchased in Room 1041, South Agriculture Building, from 4:30 to 6:20 p.m., May 24 through June 18, Monday through Friday. Open Saturday, May 22, 9:00 a.m. to 1:00 p.m.

Refund of fees, less \$3.00 registration fee, may be granted in case of withdrawal before 6:20 p.m., June 11. After this date no refunds will be approved unless the student is compelled to leave Washington because of official governmental action.

Classes begin during week of June 1, end August 9.

FALL SEMESTER

Registration Begins September 11

Classes Begin Week of September 20

Courses are open to non-Federal employees insofar as facilities permit

Explanation: Basic information about each course is given in the following order: course number, title, instructor, day and hour of class meeting, fee, and page of 1947-48 **Bulletin** on which description may be found. New courses and new instructors are indicated by an asterisk. The first half and the second half of a course are indicated by **a** and **b** respectively.

ACCOUNTING

- 352^a. Principles of Accounting—First Half (Dye) Tu-Th 6-9 \$24 p. 82
352^b. Principles of Accounting—Second Half (Marshall) M-W 6-9 \$24 p. 83

ADMINISTRATION AND ADMINISTRATIVE PROCEDURES

341. American National Government (Small)* M-W 6:30-8:00 \$16 p. 69
344. Introduction to Public Administration (Brown) M-W 6-8:15 \$24 p. 69
559. Position Classification (Laxton, Findlay) M-W 6-8 (eight weeks) \$18 p. 76
108. Administrative Procedure (Hickey) W 6-9 \$16 p. 50
101. Business Mathematics (Botts) W 6-9 \$16 p. 51
110. Federal Auditing Procedure (Cruikshank) M 6-9 \$16 p. 51
112. Federal Accounting Procedure (Tierney) M-W 6-8:15 \$24 p. 51
114. Federal Personnel Procedure (Mohagen) M 6-9 \$16 p. 53

ARTS

321. Pencil Sketching and Water Color (Lyon) M-W 6-8 \$24 p. 121
323. Drawing for Portraiture and Illustration (Shinn)* Tu-Th 6-8 \$24 p. 122
70. Popular Photography (Johnston)* M 6:30-9:30 \$16 p. 125
193. Practice of Photography I (Purdy) Tu-Th 6-8 (eight weeks) \$16 and \$3 Laboratory fee p. 125

BIOLOGICAL SCIENCES

213. Identification of Local Plants (A. V. Smith)* M 6-9 (3 Saturday field trips as arranged) \$16 p. 21
214. Birds of the Washington Area (Robbins) W 7-9 (4 Saturday field trips as arranged) \$16 p. 21

ENGLISH AND SPEECH

- 222^a. English Composition (Miller) M-W 6-8:15 \$24 p. 23
223. Descriptive English Grammar (Ward) M 6-9 \$16 p. 24
118. Practical English Usage (White) Th 6-9 \$16 p. 24
119. Vocabulary Building (Murphy)* M-Th 6-7:30 \$16 p. 24

224. Creative Writing (Holt) Tu 6-9 \$16 p. 24
 229. Effective Speaking (Mohler) Tu-Th 6-7:30 \$16 and
 \$1.50 Laboratory fee p. 26
 232. Voice and Remedial Speech (Emery) Tu 6-9 \$16
 and \$1.50 Laboratory fee p. 26
 50. Speech Clinic (Emery) (Schedule to be arranged)
 \$30 p. 26
 340. Trends in Contemporary Literature (Holt) Th 6-9
 \$16 p. 25
 330. Great Books (Ruppert)* M-Th 6-7:30 \$16 p. 25

FOREIGN LANGUAGES

- 253^b. Elementary French (DeNoia) M-Th 6-8:15 \$24
 p. 32
 259^a. Elementary German (Ochsner)* M-Th 6-8:15 \$24
 p. 32
 259^b. Elementary German (Ponti) M-Th 6-8:15 \$24
 p. 32
 46. Everyday Russian (Saharov) W 6-9 \$16 p. 33
 295^a. Elementary Russian (Tarakus) Tu-F 6-8:15 \$24
 p. 33
 295^b. Elementary Russian (Lapiken) Tu-F 6-8:15 \$24
 p. 33
 47. Everyday Spanish (Garcia-Tunon)* W 6-9 \$16
 p. 34
 300^a. Elementary Spanish (Paniagua) Tu-F 6:30-8:45
 \$24 p. 33
 300^b. Elementary Spanish (Parsons) M-Th 6-8:15 \$24
 p. 33

MATHEMATICS AND STATISTICS

MATHEMATICS

1. Review of Freshman Mathematics (Geisler)* M-W
 6-8:15 \$24 p. 40
 102. Algebra (Rhodes) Tu-Th 6-8:15 \$24 p. 41
 103. Plane Trigonometry and Analytic Geometry (Ha-
 worth) Tu-Th 6:00-8:15 \$24 p. 41
 2. Review of Calculus (Horton) Tu-Th 6-8:15 \$24
 p. 40

STATISTICS

123. Survey of Statistics (Hausknecht) M-W 6:30-8:45
 \$24 p. 43
 127^b. Elementary Statistical Analysis (Greville)* M 6-9
 \$16 p. 44

PSYCHOLOGY

400. Psychology of Human Relations (Beebe)* W 6-9
 \$18 p. 110

SHORTHAND

89. Review of Gregg Shorthand (Evans) Tu-Th 6-8:15
 \$24 p. 57
 129. Beginning Gregg Shorthand I (To be announced)
 M-Tu-Th 6-7:30 \$24 p. 57
 130. Beginning Gregg Shorthand II (Keels)* M-Tu-Th
 6-7:30 \$24 p. 57

230. **Gregg Shorthand**, 70 to 100 Words (Morgan)* M-Tu-Th 6-7:30 \$24 p. 57
231. **Gregg Shorthand**, 100 to 130 Words (Cruzan)* M-Tu-Th 6-7:30 \$24 p. 57

SOCIAL SCIENCES

110. **Introductory Survey of Economics** (Allin) Th 6-9 \$16 p. 89
428. **Current Problems of World Politics** (To be announced) \$18 p. 103

TRAFFIC MANAGEMENT

690. **Air Traffic Management** (Robinson) Tu 6-9 \$18 p. 109
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NEW INSTRUCTORS

- RUTH WHITE BEEBE**, M.A., Columbia. Instructor George Washington University; Clinical Psychologist, Veterans Administration. (Psychology)
- FAIRAH L. CRUZAN**, M.S., Oklahoma A. and M. Training Technician, Foreign Service Institute, Department of State. (Shorthand)
- JOSE GARCIA-TUNON**, M.A., University of Barcelona. Professor of Spanish, School of Foreign Service, Georgetown University. (Foreign Languages)
- MURRAY A. GEISLER**, M.A., Columbia. Chief, Standards Evaluation Branch, Office of Comptroller, U. S. Air Forces. (Mathematics and Statistics)
- THOMAS N. E. GREVILLE**, Ph.D., Michigan. Chief, Actuarial Analysis Section, National Office of Vital Statistics, Bureau of the Census, Department of Commerce. Taught in Michigan. (Mathematics and Statistics)
- GEORGE F. JOHNSTON**. Private employment in television. Taught in the Naval Training School of Photography. (Arts)
- MYRTIS KEELS**, M.S., Tennessee. Research Assistant to the Associate Commissioner of Education, Federal Security Agency. (Shorthand)
- ETHEL W. MORGAN**, M.A., Michigan. Office of Senator Olin D. Johnston. (Shorthand)
- CHARLES D. MURPHY**, Ph.D., Cornell. Associate Professor of English, University of Maryland. (English and Speech)
- CHARLY R. OCHSNER**, Ph.D., Georgetown. Secretary of Swiss Legation. Taught in Switzerland. (Foreign Languages)
- M. CLARE RUPPERT**, M.A., George Washington University. Chief of World Affairs Room and Readers' Advisor in History, D. C. Public Library. (English and Speech)
- CHARLES C. SHINN**, Visual Information Artist, Public Health Service. (Art)
- NORMAN J. SMALL**, Ph.D., Johns Hopkins. Legal Analyst, Library of Congress. Taught in Hunter. (Administration and Administrative Procedures)
- A. V. SMITH**, Ph.D., Catholic. Chairman of Biology Department, Central High School, Washington, D. C., Taught in Catholic University. (Biological Sciences)

Calendar for the 28th School Year, 1948-49

Fall Semester

- September 11—Registration begins
September 18, Saturday—Last day of registration
without payment of extra fee
September 20, Monday—Fall Semester begins
September 20 to 24—All classes begin unless other
date is given in Time Schedule Bulletin
October 1—Last day of registration for credit
October 1, Friday—End of refund period and last
day of registration transfer without pay-
ment of extra fee
November 5—Last day to make deferred payments
November 11, Armistice Day—No classes
November 25, Thanksgiving holiday—No classes
December 18, Saturday—Christmas holidays begin;
no classes
January 3, Monday—Classes resume after holidays
January 14, Friday—Close of Fall Semester*

Spring Semester

- January 29—Registration begins
February 5, Saturday—Last day of registration
without payment of extra fee
February 7, Monday—Spring Semester begins
February 7 to 11—All classes begin unless other date
is given in Time Schedule Bulletin
February 18—Last day of registration for credit
February 18, Friday—End of refund period and last
day of registration transfer without pay-
ment of extra fee
March 25—Last day to make deferred payments
May 20, Friday—Close of Spring Semester*

* Class sessions missed because of the restoration
of holidays in the Federal service or for any other
reason will continue until deficiency is made up.



